

G AZTECS Functions - Use of the MORE Field

Many screens have a MORE field at the bottom to allow access to additional pages of the same screen for additional information input or display.

Key Y in the MORE field. Press ENTER, and the screen displays another screen of the same name. To return to the first screen, press the F3 Key.

When a screen has multiple MORE fields, a Y cannot be keyed in more than one MORE field at the same time.

WARNING

When information exists on a second screen, information keyed on the second screen does NOT display on the first screen. AZTECS defaults to a Y in the MORE field on most screens. Press ENTER to access the second screen.

AZTECS does not default to a Y in the MORE field when information exists on a second screen on DEID, HEID, or any of the AZTECS screens associated with resources or income. To access additional information on these screens, key Y in the MORE field and press ENTER.